To: Local PD Leadership Team Members attending the Common Core and Essential Standards Summer Institutes

Re: What to Bring to Summer Institutes

District and Charter Teams,

As you prepare for the upcoming Summer Institutes, there are several critical documents you need to have with you. The content items listed here can be downloaded on your computer from <http://www.ncpublicschools.org/acre/standards/new-standards/> or print hardcopies. A list of suggested materials to bring for specific content sessions is also listed below. In addition, several CDs will be distributed during the course of the training.  In order for you to immediately access the information on the CD, you will need to bring a laptop with a CD drive.  If you do not have a CD drive on your laptop, you can access the CD when you return to your district or school. Please be reminded that your laptop should have its own power source.

ALL TEAM MEMBERS SHOULD BRING A COPY OF THE FOLLOWING:

Common Core State and NC Essential Standards *(\*Note: You are only responsible for the Common Core and Essential Standards, Unpacking Documents, and Crosswalk documents for the content area you are representing for purposes of the summer training)*

* Unpacking Documents
* Crosswalk Documents
* NC Professional Teaching Standards and NC School Executive Standards
* Information and Technology Essential Standards (ITES)
* Most current local District/School Scope of Work (DSW)
* Local Curriculum Guides
* Local Professional Development planning documents. *There will be templates and guides presented at summer institute that will become familiar to you when working with DPI staff in the future. The goal is to consolidate and align all of your district plans with plans requested from the state throughout the year.*
* Signed Video Release form (available @ <http://resources2011summerinstitutes.wikispaces.com/>)
* The *Critical Questions for Professional Development* Implementation template available @ <http://resources2011summerinstitutes.wikispaces.com/>.

SPECIAL MATERIALS NEEDED FOR SPECIFIC CONTENT AREAS:

**Math:**

* Download CPMP tools @ <http://www.wmich.edu/cpmp/CPMP-Tools/>

**ELA (K-5 and 6-12):**

* Please bring your cell phones (texting activities will be used)